Trimac

FAMILY OF COMPANIES

ISAAC Activities Button

Quick Reference Guide

Fold me like this:

* = Required Activity/Field

ISAAC

Log into the tablet

Activities Screen

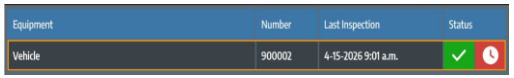
1. In the bottom left corner of the tablet, the button showing the current duty status and duration will take you to the Activities Screen.

DVIR

1. Click the DVIR (On-Duty) button.



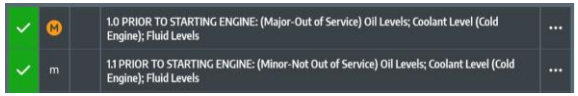
2. Highlight the vehicle or trailer by clicking on it



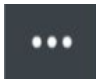
3. Click Inspect in the bottom right corner.



4. Each item to inspect will have two lines on the inspection, a Major or Minor defect.
   - Major defects put the equipment Out of Service.
   - Minor defects keep the equipment in service but notifies the necessary parties something has been written up.



5. Every line is defaulted to Success (no defect). To write equipment up with a defect, click the 3 dots on the far right of the screen on the Major or Minor line.



6. Click the toggle button for Success or Fail. You can also take a picture and leave a note for the shop, then click Save.



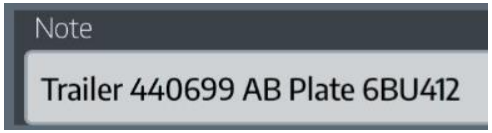
7. Take a picture of the defect



8. Leave a brief note for the shop about the defect



9. If using a customer owned trailer, use the Note field at the bottom of the DVIR to put the real trailer number and license plate.

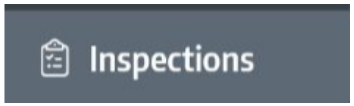


10. Once completed, click Sign in the bottom right corner to sign the inspection.

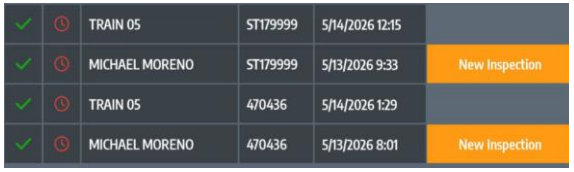


Inspections (Previous DVIRs)

1. There is also an Inspections tab on the main Dashboard of the tablet.



2. On this tab, you can see the previous inspection you completed or by a different driver.



3. After clicking on the previous inspection, review and confirm the previous inspection is clean, or defects written up have been repaired.
4. Driver will then click the “Sign” button to sign off.

Roadside Inspections

DO NOT SEND LOGS from your LOGBOOK for ROADSIDE INSPECTIONS!

1. Go to Activities Screen and click the “Roadside Inspection (on-Duty) button



2. Choose Country



Roadside Inspections Con’t

3. Choose Language



4. Verify in the Driver field you are the Driver



5. If stopped by a DOT Officer and they request a copy of your Inspection click on “Transfer Via Email” bubble



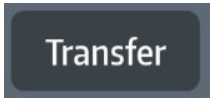
6. Enter the Officer’s email address



7. In the “Comment / Officer’s Badge No” enter the Officer’s badge number and code provided



8. Click “Transfer”

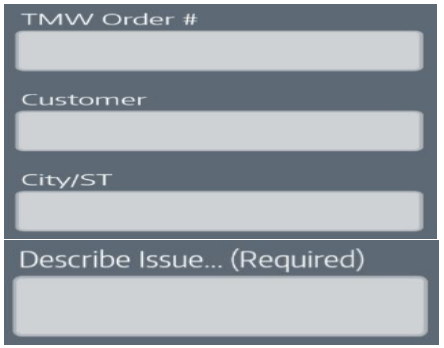


Hazard ID / Near Miss

1. Go to the Activities screen and click the “Hazard ID / Near Miss” button.



2. Inside the activity, enter the TMW Order #, the Customer Location, City / ST and describe what the issue is.



3. After clicking Save, the tablet will generate an email to send to Management and your Safety Specialist.